Introductory to USPFO Resource Management Office

LTC Barry Collins

Financial Manager

615-313-2633

Email: barry.collins@us.army.mil

AFCOS Orders

- Automated Funds Control Orders System
- AFCOS System Administrator
  - SGM Jerry Fowler
  - 615-313-2635
  - Email: jerry.fowler@us.army.mil
- AFCOS SA gives you the second level password and establishes User name with permissions.
- Contact SSGT Jack with USPFO-DPI, 615-313-0956 for Oracle password, the first level password.

Defense Travel System

- Web-based, automated travel system for travel authorizations and vouchers.
- Use primarily for Full-Time Manning in TN.
- Lead Defense Travel Administrator is
  - SGT Jennifer Pontow
  - 615-313-2640
  - Email: jennifer.pontow@us.army.mil

Manual Travel Vouchers

- 1351-2s are submitted manually to USPFO-RMO.
- Each travel voucher is time stamped when received.
- Must be signed and reviewed by supervisor.
- POC is SFC Eddie Spaziani at 615-313-2641 or email: edward.spaziani@us.army.mil

Government Travel Card

- Any soldier who travels two times a year or more is required to use GTC.
- Restricted cards are activated for period of duty only.
  - Agency Program Coordinator monitors AFCOS and DTS for travel orders.
- Standard cards stay activated.
- APC is Ms. Sheila Zilly at 615-313-2634 or email: sheila.zilly@us.army.mil.

Automated RFO/IDT Pay program

- The RFO/IDT Input Module is designed to be used for the input of both Request for Orders (RFO) and Inactive Duty for Training (IDT) transactions.
- Individuals who are tasked with the input of pay transactions should have an “Additional Duty Appointment” letter on file at the unit.
- Used to submit 1379s to USPFO-RMO.
- Must be loaded on individual computers.
- The personnel UIC files are normally provided via email monthly.
- POC is SGM Devin Rodgers at 615-313-2636 or email: devin.rodgers@us.army.mil.

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Back Search Favorites

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Go

Home Documents and Lists Create Site Settings Help Up to Tennessee National Guar

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Sign In

ocuments
Shared Documents
SMARRT
ictures
USPFO Photos
ists
Contacts
Tasks
Links
PII Awareness
iscussions
General Discussion
urveys

USPFO For Tennessee Sharepoint Website

Welcome to the USPFO For Tennessee

Col. William A. Hardin, USPFO For Tennessee, Biography

Announcements

Personal Identifiable Information 9/17/2008 15:25
by Chunn, Kenneth R CW2 NGTN

AFCOS Link 10/22/2007 7:03
by Cole, kerry A SGT NGTN
http://dpitn1.tn.ng.ds.army.mil:7779/forms/frmservlet?config=afcos

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USPFO Reports

- Transportation
  - GSA Administrative Vehicle Request

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- AFCOS
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- USPFO Sharepoint Website
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- USPFO Resource Management Sharepoint Website
- USPFO Data Processing Center Sharepoint Website
- USPFO Internal Review Sharepoint Website
- USPFO Purchasing & Contracting Sharepoint Website
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Go

Home Documents and Lists Create Site Settings Help Up to USPFO For Tennesse

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Home

Sign In

ocuments
Shared Documents
Government Travel Card
Training Aids
RFO Information
DTS
ictures
ists
Contacts
Tasks
Calendar
iscussions
General Discussion
urveys

USPFO-TN Resource Management Website

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Links

- Resource Management Office Overview
- USPFO Resource Management Private (Employees Only)
- USPFO RMO Fiscal Accounting Sharepoint Website
- IDT Reports
- Finance Flashes
- AFCOS User's Manuals
- GSA Online Travel Card training
- Economic Impact of the Tennessee Army National Guard
- Important Phone Numbers
- DFAS Links
- Travel Voucher
- RFO Desktop Guide
- BANK OF AMERICA EMAIL WARNING
- Unit Level Finance Manual
- Per Diem Website
- RFO/IDT PC Module Update January 2009
- PBAC files

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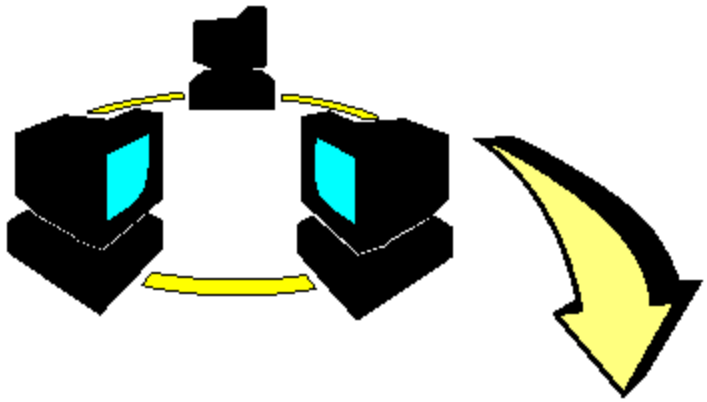
Go

Automated RFO/IDT Pay Program

DESK-TOP-GUIDE



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Training Opportunities

- The dates for the Financial Readiness Course are:

- 6-10 April RTI Smyrna
- 4-8 May RTI Smyrna

- The two workshops will be conducted at RTI in the drop down class room. Due to the massive deployment of units this FY it was decided that having it at the Smyrna location would best serve everyone's needs and schedules. SIPERS and RMO personnel are in the process of providing topics/times so that the curriculum can be prepared.

- JERRY E. FOWLER
- SGM, TNARNG
- Staff Accountant
- DSN 683-2635/CML 615-313-2635

Questions

- This is an introductory briefing.
- Detailed training will be conducted at Financial Readiness course(s).